



Report of the Head of Programme (PPPU)

Report to the Director of Children's Services

Date: 12th January 2016

Subject: Design & Cost Report for Phase 1 Roundhay Secondary School Learning Places Project

Capital Scheme Number: 32450/ROU/PH1



Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Roundhay	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? The following documents are exempt from Access to Information Rule 10.4 (3)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The scope of the holistic project to develop Roundhay secondary School incorporates a number of bespoke elements, and has subsequently been stratified into 2 distinct construction phases. Phase 1 of the scheme focusses on the augmentation of car parking provision on site, and an extension to the dining facilities. Whilst phase 2 concentrates on the construction of a new teaching block and a synthetic turf pitch.
2. It is necessary to articulate that the focus of this report is to seek approval for phase 1 of the project only, and phase 2 is referenced to provide a level of overall context, and will be duly authorised by its own individual Design and Cost report in March 2016 at the appropriate time for delivery in the project cycle.
3. Roundhay secondary school forms part of the original 7 Schools PFI Project with services being delivered by The Education Support Company.
4. In terms of overarching rationale for the scheme in its entirety, as a consequence of the increasing birth rate in Roundhay and surrounding areas, it is necessary to expand provision at Roundhay School to increase places from 250 to 300 throughout years 7 to 11 to be available from September 2017. This new scheme will be completed under the City Council's Learning Places Programme which aims to ensure its statutory duties are met with respect to ensuring a school place for every child within the city, and was approved by Executive Board in September 2015.

5. Phase 1 of the project will be delivered in conjunction with the PFI contractor (ESCO), the Facilities Management provider, Carillion PLC, the Council's Projects Programmes and Procurement Unit (PPPU) and Children's services.
6. Under the terms of the current PFI contract, ESCO have exclusive rights to carry out construction work of this kind on the roundhay school site. Subsequently, the authority has been contractually bound to commission the PFI contractor to deliver the phase 1 works, via the mechanism of the Deed of Variation– Request for Authority Change for works and services incorporated as part of the supplemental agreement. The PFI contractor will then engage their designated sub-contractor, Carillion plc, to conduct a tender exercise and appoint their respective building subcontractor. This has been approved as a decision in the Procurement Strategy on the 19th November by the Director of Children's Services.
7. An objective in the Best Council Plan 2013-2017 is to build a child friendly city with a focus on: our three Children's Trust partnership obsessions (looked after children, NEET and attendance); ensuring the best start in life; raising educational standards; and ensuring sufficiency of school places. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these objectives.
8. The feasibility scheme budget of £1.6M was previously approved by Executive Board in October 2015, as part of the approval to inject £13M into the capital programme for the overall project. The current total scheme costs are £1.6M as set out in section 5.4 of this report.
9. In September 2014, Executive Board approved the Basic Need Programme report recommendation to delegate authority to the Director of Children's Services to approve Design and Cost reports for individual projects, subject to support by the Deputy Chief Executive and the Director of City Development.
10. In accordance with this approval, this scheme has been considered and supported by the Deputy Chief Executive and Director of City Development at learning places programme board, and then on 14th January 2016 by email. Consultation with Executive Members took place on 14th January 2016 via email prior to this DCR being submitted for approval.

Recommendations

11. The Director of Children's Services is requested to:
 - i. Approve the design and cost report for phase 1 of the scheme at Roundhay Secondary School, the cost being £1.6M; with the appropriate details of the programme, design, and cost as set out in this report;
 - ii. Note that the Chief Officer, Projects, Programmes & Procurement Unit (PPPU) is responsible for scheme delivery which will be completed by September 2017.

1.0 Purpose of this Report

1.1. The purpose of this report is:

- To provide background information and detail in respect of the Learning Places scheme to increase Roundhay Secondary School from 250 to 300 places in years 7 to 11 to be available from September 2017.
- To seek approval for the scheme to proceed on the basis of the budget, scope, and programme set out in this report.

2.0 Background Information

- 2.1. Leeds has an extremely dynamic and growing economy which makes the city a very attractive proposition for families and businesses to move to. As a result, the city's population is growing rapidly, at a faster rate than many of our neighbours and this is reflected in the increasing demand for school places.
- 2.2. The scale of the response cannot be met through the existing estate; therefore the expansion of existing schools or the creation of new schools has been required. Under the Education and Inspections Act 2006, these changes constitute prescribed alterations, and each requires a statutory process to confirm the change and make it permanent.
- 2.3. The Council's response to the demographic growth pressures on school provision in the city are managed via Children's Services Learning Places Programme. Since 2009 the programme has created over 1,400 reception places in order that the Council fulfils its statutory duty to ensure sufficiency of school places. The schemes in the programme are working with a range of partners, including schools of varying governance models, to ensure enough places are created to meet demand.
- 2.4. As reported to Executive Board in October 2015, for the academic year 2015/16 many schools have had significant expansions with building work over the summer creating 500 new primary school places. This has included expansion of three existing schools to create additional places in completely new facilities, two of which are Specialist Inclusive Learning Centres providing a total of 200 additional pupil places for children with Special Education Needs (SEN), and the third which is a brand new primary school in South Leeds creating an additional 420 pupil places.
- 2.5. This new scheme will be completed under the City Council's Learning Places Programme which aims to ensure its statutory duties are met with respect to ensuring a school place for every child within the city.
- 2.6. The proposal for the extension of Roundhay school forms part of the on-going work to address capacity and sufficiency across all of Children's Services, which includes provision for primary and secondary school places, early years, as well as specialist provision. These proposals form part of the Council's Learning Places Programme that embeds the 'one council' approach that has achieved shared ownership of proposed solutions.
- 2.7. The final determination of the statutory process for the expansion of Roundhay School was approved by Executive Board in September 2015. The approval to inject £13M into the capital programme for the holistic project was accordingly approved by Executive board in October 2015. This proposal is for an increase in

school places to serve the area and does not replace any existing schools or places within the community.

- 2.8. Phase 1 of the project will be delivered in conjunction with the PFI contractor (ESCO), the Facilities Manager provider, Carillion, the Council's Projects, Programmes and Procurement Unit (PPPU) and Children's services. As the car park and dining areas are intrinsically linked to the existing school buildings, there would be contractual and operational issues if these new facilities were not constructed and subsequently maintained and managed by ESCO.
- 2.9. The Planning Application for phase 1 was submitted on 31 August, and the scheme was approved on 2nd November 2015. The planning conditions have been issued for review and discussion with the contractor that has enabled any costs associated with the conditions to be included in the project price.
- 2.10. The scheme budget of £1.6M was previously approved at Executive Board in October 2015 as part of the approval for the overall scheme budget.
- 2.11. The construction of phase 1 is scheduled for final completion in July 2016.

3 Main Points

3.1 Design Proposals and Full Scheme Description

Phase 1 of scheme focusses on the following elements:-

- Construction of a single storey extension to the existing Dining Centre to create additional dining facilities.
- Works to 3 sections of existing car parking to create additional car parking spaces for staff and visitor parking.

3.2 The design of the scheme has progressed to the end of RIBA stage 3; during each of the design stages consultation has taken place with the following key stakeholders:

- School Governors and staff
- Leeds City Council PFI Team
- PFI Contractor (ESCO)
- FM providers – Carillion
- Planning and Urban Design
- Highways
- Sport England
- Local Ward Members
- Local residents
- Building Control

3.3 A robust tender exercise and subsequent detailed Cost Plan and Activity Schedule has been produced by ESCO's affiliated sub-contractor, Carillion plc, and cost checks have been carried out on their tender return price by PPPU and Children's services to ensure that the cost model issued provides the City Council with the most economically advantageous solution.

- 3.4 The tender was received via Carillion on 17th December 2015, and was accordingly reviewed by officers from PPPU and Children's Services.
- 3.5 The award of the tender will be subject to a Tender Acceptance Report which will be submitted for approval following a detailed review of all contract and tender documentation.
- 3.6 The form of contract being entered into between Carillion and the building sub-contractor is the JCT Design and Build (DB 2011). The council will be entering into a supplemental agreement to the PFI contract that will set out how the new facilities will be constructed and subsequently maintained.

4 Programme

- 4.1 The key milestones to achieve this programme are detailed below:

Milestone	Date
Planning Approval	2 nd November 2015
Soft Tender Price returned	11 th November 2015
Tender returned	17 th December 2015
Contract Award	w/c 8 th February 2016
Start on-site	15 th February 2016
Contractor lead in / mobilisation	1 week
Main Phase Occupation	21 weeks

- 4.2 The planning application was approved on 2nd November 2015.
- 4.3 Following the contract award, the start on site is planned for 15th February 2016 with a completion date of 15th July 2016

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 The proposal to expand the school was subject to a statutory process; a stakeholder event was held on 26 February 2015 to discuss the demand for pupil places in the area and Roundhay Secondary School was identified as a possible solution. As part of the formal Statutory consultation process sessions were held with the Governing Body on 18 March, staff and student council on 23 March, and parents and members of the public on 14th, 23rd and 27th April. The proposal to expand the school was reported to Executive Board on the 22nd April 2015. The expansion of the school was subsequently approved by the Executive Board on 23rd September 2015.
- 5.1.2 The proposed scheme and associated work at Roundhay Secondary School has been the subject of consultation with key stakeholders including ward members and the Executive member for Children and Families. Consultation has also involved school staff and governors, local residents and other colleagues within the Council.
- 5.1.3 Pre-planning application meetings were held with officers from Planning, Highways and Building Control prior to the formal submission of the planning application. Substantial engagement has taken place with key stakeholders. The ward members

have also been briefed at various stages during the design. All ward members are fully supportive of the project and the scheme generally.

- 5.1.4 Sport England has been consulted about the impact of the proposals on the playing fields along with other local interested parties such as residents. Sport England have confirmed they are content to support the scheme in alignment with exception policy E5; in that the key sporting benefit and community use generated by the all-weather pitch will outweigh the minimal loss of playing field land incurred as part of the development.
- 5.1.5 Throughout the design process we have, and will continue to consult with the school the governing body and the PFI Contractor (ESCO) to ensure that the final product meets expectations and that any changes proposed do not materially affect the operation and success of the school.
- 5.1.6 In accordance with the Basic Need Programme Approval by Executive Board in September 2014, this scheme has been considered and supported via email by the Deputy Chief Executive and Director of City Development.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 The recommendation within this report does not have any direct nor specific impact on any of the groups falling under equality legislation and the need to eliminate discrimination and promote equality. A screening document has been prepared and an independent impact assessment is not required for the approvals requested. A copy is included as **Appendix A** to this report.

5.3 Council Policies and City Priorities

- 5.3.1 This scheme is due to be delivered under the City Council's Learning Places Programme and is required to fulfil the Local Authority's statutory responsibility to provide sufficient school places.
- 5.3.2 CPRs apply to this process and this report confirms that the relevant that CPRs have been adhered to. To develop this point, the CPR being invoked is 3.1.5 as exclusive supplier arrangements apply to these works.
- 5.3.3 An objective in the Best Council Plan 2013-2017 is to build a child friendly city with a focus on: our three Children's Trust partnership obsessions (looked after children, NEET and attendance); ensuring the best start in life; raising educational standards; and ensuring sufficiency of school places. The programme seeks to deliver a supply of good quality accessible local school places which can contribute to these objectives.
- 5.3.4 A further objective of the Best Council Plan 2013-2017 is to become a more efficient and enterprising Council. We want to promote choice and diversity for parents and families and deliver additional school places in the areas where families need them. Meeting this expectation while demonstrating the five values underpinning all we do is key to the Learning Places Programme.

5.4 Resource and Value for Money

- 5.4.1 The request to vary services issued to ESCO will utilise the existing Change Procedure under the PFI Contract and this incorporates VFM assessments and cost benchmarking.

5.4.2 The total projected scheme costs are currently estimated at £1.6M which is alignment with the previously approved budget of £1.6M.

5.4.3 The cost will be met through capital scheme number 32450/ROU/PH1 as part of the Learning Places Programme.

5.4.4 Capital Funding & Cash Flow

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2015 £000's					
			2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						
FURN & EQPT (5)	0.0						
INTERNAL FEES (6)	0.0						
OTHER COSTS (7)	0.0						
TOTALS	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2015 £000's					
			2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019 on £000's
LAND (1)	0.0						
CONSTRUCTION (3)	1,344.0		460.0	884.0			
FURN & EQPT (5)	50.0			50.0			
INTERNAL FEES (6)	131.0		65.0	66.0			
OTHER COSTS (7)	75.0		75.0				
TOTALS	1,600.0	0.0	600.0	1,000.0	0.0	0.0	0.0
Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2015 £000's					
			2015/16 £000's	2016/17 £000's	2017/18 £000's	2018/19 £000's	2019 on £000's
LCC SUPPORTED BORROWING	0.0						
BASIC NEED GRANT	1,600.0						
TOTAL FUNDING	1,600.0	0.0	600.0	1,000.0	0.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Parent Scheme Number: 32450/000/000

Title: Basic Need Primary Expansion 2017/18

5.5 Revenue Effects

5.5.1 Any revenue implications arising from this new development will be managed through the school's own budget.

5.6 Legal Implications, Access to Information and Call-In

5.6.1 The approval for this project to proceed as set out in this report follow the delegations for the Basic Need Programme approved by Executive Board in September 2014. Executive Board has already approved the authority to spend for the project as required in Financial Procedure Rules

- 5.6.2 The decision to proceed in this report constitutes a key decision and as such will be subject to call in. The Director of Children's Services has been granted the delegated authority to approve this project to proceed after complying with the conditions established by Executive Board in September 2014. As outlined in this report the Director of Children's Services has the support for the decisions in this report from the Deputy Chief Executive and Director of City Development, and has consulted with the appropriate Executive Members on the proposals.

5.7 Risk Management

- 5.7.1 Risk is to be managed through the application of 'best practice' project management tools and techniques via the City Council's 'PM Lite' risk methodology. Experienced Project Management resource has been allocated from within the Projects Programmes and Procurement Unit (PPPU) to support the Children's services project manager.
- 5.7.2 A risk log has been developed for the scheme and is being modified to include all the risks for the project and the relevant owner of the risk whether it be the contractor or Leeds City Council. Risk logs have been developed for the scheme by Leeds City Council and the contractor to ensure all the risks for the project have been identified together with the relevant owner of the risk. This log will be maintained and updated throughout the project and escalation of any risks that sit outside of the agreed tolerances will be via the Children's Services Built Environment Programme Manager.

6 Conclusions

- 6.1 As developed earlier in the body of this report, it can be clearly demonstrated that there is a real strategic need for secondary school places in Roundhay.
- 6.2 Phase 1 of the holistic development focusses on improvements to the car parking areas and a single story extension to the dining area. The works at Roundhay School will enable the increased demand for pupil places in Roundhay and surrounding areas served by the school to be met.
- 6.3 The works at Roundhay School are being jointly managed by PPPU and Children's Services in partnership with the PFI contractor (ESCO), the FM provider Carillion plc, and other key stakeholders. The cost of the works will be met through capital scheme 32450/ROU/PH1 to the value of £1.6M.
- 6.4 The scheme is designed to fulfil a dual function; in satisfying the aforementioned need whilst at the same time ensuring value for money. The costs have been rigorously analysed to ensure this VFM has been achieved.

7 Recommendations

- 7.1 The Director of Children's services is requested to:
- i. Approve the design and cost report for the scheme at Roundhay School, the cost being £1.6M with the appropriate details of the programme, design and cost as set out in this report;
 - ii. Note that the Chief Officer, PPPU is responsible for scheme delivery which will be completed on 27 February 2017.

8 Background Documents¹

8.1 None

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.